

MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD DECEMBER 14, 2011

Pres. Beckman called the Meeting to order at 7:40 P.M.

Present: Mrs. Betsy Beckman, Mrs. Donna Bott (arrived at 7:55 PM) Mrs. Jane Concato (Alternate #1), Mr. Dennis Farrell, Dr. Theresa A. Lardaro (Alternate #2).

Excused

Absence: Ms. Maria Costello, Ms. Louise Cue, Mrs. Sabrina Johnston, Mr. Lee Tremble.

Absent: None.

Present: Sharon Blehl-Secretary, Angela Musella-Health Officer

Excused

Absence: Ingrid Quinn-Council Liaison.

Guests: Michael Meisten, 58 Kingsberry Avenue, Westwood, NJ 07675
Kimberly Carbone, 66 Kingsberry Avenue, Westwood, NJ 07675

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were published in The Record on January 17, 2011. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

SALUTE TO THE FLAG

Mrs. Concato led those present in the salute to the flag.

PUBLIC FORUM

Mr. Farrell made a motion to open the floor to the public to discuss any topic seconded by Mrs. Concato.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

Mr. Michael Meisten residing at 58 Kingsberry Avenue, Westwood, NJ stated the following: there are vacant lots in the area and his wife has noticed an increase in the mouse population in their neighborhood. There also are two cats in the area. Mr. Meisten also stated that there appeared to be other problems in the area but he did not feel it was appropriate to discuss those issues during the meeting. Mr. Meisten was not sure which department within the Borough he was to address his complaints. Ms. Blehl suggested he put all his complaints in writing and the appropriate authorities will address their area of enforcement. Mr. & Mrs. Meisten both filed complaints with the Health Department on December 5, 2011. Ms. Blehl sent a letter to the Meisten residence (copy annexed) on December 5, 2011 listing each complaint and providing Borough contact information for each of the complaints made by the Meistens.

Ms. Carbon who resides at 66 Kingsberry Avenue, Westwood, NJ 07675 requested and was provided with the contact information to the Borough Building Department.

Mr. Farrell made a motion to close the public forum; seconded by Dr. Lardaro

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

At this time all guests left the meeting.

ACTIVITIES REPORTS

1) NOVEMBER: HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for November, 2011 which are on file and available to the public:

Administrative and Supporting Services
Animal Control
Laboratory Services
Vital Records
Monies Received
Environmental Health
Communicable Disease
Maternal and Child Health
Chronic Illness
Health Education
Nursing Supervision
Miscellaneous

A discussion followed.

Mr. Farrell made a motion that the Activities Reports for November, 2011 be approved; seconded by Mrs. Concato

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None.

Carried.

MINUTES

1) JUNE 8, 2011 – REGULAR MEETING

Mr. Farrell made a motion that a necessity vote be made to approve the Minutes of the Regular Meeting held on June 8, 2011; seconded by Mrs. Concato

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Mr. Farrell, Dr. Lardaro.

Nayes: None.

Abstained: None.

Carried.

2) October 12, 2011 – REGULAR MEETING

Mrs. Concato made a motion that the Minutes of Regular Meeting held October 12, 2011 be approved; seconded by Mr. Farrell

Roll Call:

Ayes: Mrs. Beckman, Mrs. Concato, Mr. Farrell, Dr. Lardaro.

Nayes: None.

Abstained: Mrs. Bott.

Carried.

2) NOVEMBER 9, 2011 – REGULAR MEETING

Mr. Farrell made a motion that a necessity vote be made to approve the Minutes of the Regular Meeting held on November 9, 2011; seconded by Mrs. Bott

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Mr. Farrell, Dr. Lardaro.

Nayes: None.

Abstained: None.

Carried.

VOUCHERS

Bills for November in the amount of \$590.00 were presented to the Board Members

Mr. Farrell made a motion that the following be accepted for payment; seconded by Mrs. Concato

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Mr. Farrell, Dr. Lardaro.

Nayes: None.

Abstained: None.

NOVEMBER VOUCHERS PRESENTED DURING THE DECEMBER 14, 2011 MEETING

Borough of Westwood Payroll Account

Sharon Blehl

101 Washington Avenue

Westwood, NJ 07675

Clothing Allowance

\$ 350.00

Borough of Hillsdale

380 Hillsdale Avenue

Hillsdale, NJ 07642

3rd Quarter Child Health Clinic

240.00

Carried.

NEW BUSINESS:

1) 2012 BERGEN COUNTY ANIMAL CONTROL CONTRACT

The 2012 Bergen County Animal Shelter Contract in the amount of \$17,70.96 was approved by the Mayor and Council during their November 22, 2011 meeting. The signed contracts and Resolution #14261 were sent to the Bergen County Department of Health Services for processing. A discussion followed.

2) 2012 BOARD OF HEALTH BUDGET

As requested, the 2012 Board of Health Operating Expense Budget was submitted to Ray Herr, Chief Financial Officer on November 21, 2011. The budget was not complete when submitted as we have not received the 2012 Northwest Bergen Regional Health Commission contract. The budget was submitted with a notation that the final budget will be submitted after receiving the 2012 contract. A discussion followed.

3) BOARD OF HEALTH VITAL STATISTIC FEE ORDINANCE #04-02

The Board of Health is considering increasing the Vital Statistic Certified Transcript fee from \$10.00 each to \$25.00 for the first certificate and \$2.00 for each additional certificate. This is being considered to be in line with the State fee schedule. A survey of the surrounding towns was conducted as follows:

	INITIAL	EACH ADDITIONAL	CORRECTIONS
Emerson	\$25.00	\$2.00	\$20.00
Englewood	\$25.00	\$2.00	\$20.00

Hackensack	\$15.00		\$2.00	\$25.00
Montvale	\$10.00		N/A	N/A
Old Tappan	\$15.00		N/A	N/A
Oradell	\$5.00		\$5.00	N/A
Ridgewood	\$25.00	(Birth)	\$20.00	N/A
	\$25.00	(Death)	\$2.00	N/A
	\$20.00	(Marriage)	N/A	N/A
		(Birth & Marriage)		
Teaneck	\$20.00			\$45.00
	\$15.00	(Death)		

A discussion followed. The Board Members are in favor of changing the fee for Vital Statistic Transcript fee. An Ordinance will be proposed at the next meeting.

4) 2012 NORTHWEST BERGEN REGIONAL HEALTH COMMISSION CONTRACT

Pres. Beckman received an email from Northwest Bergen Regional Health Commission explaining that they are proposing a 2% increase for the 2012 contract. The Borough of Westwood is requesting a 0% increase in the 2012 Operating Expense Budgets. Pres. Beckman asked Health Officer Musella to reconsider the amount of the increase. If an increase of any kind is deemed necessary by Northwests Commission, an itemized breakdown of each service and indication of the reason for the increases being requested. This will have to be provided before the Board can approve the contract. Mrs. Musella informed the Board that Northwests Commission will be discussing the contract at their January 23, 2012 meeting. A discussion followed.

OLD BUSINESS

- 1) There is nothing to report.

EMERGENT MATTERS:

1) BOARD MEMBERS APPOINTMENTS

The following Board Members term expire on December 31, 2011. Pres. Beckman asked if they wanted their names submitted to Mayor Birkner for reappointment.

Mrs. Donna Bott
 Mrs. Louise Cue
 Mrs. Sabrina Johnston
 Mrs. Jane Concato (Alternate #1)

Ms. Louise Cue and Mrs. Sabrina Johnston were contacted before the meeting. They would like to be reappointed. Mrs. Donna Bott and Mrs. Jane Concato would also like

to be reappointed. Their names will be submitted to the Mayor for his decision for reappointment.

ADJOURNMENT

There being no further business to come before the Board at this time, Mr. Farrell made a motion that the meeting be adjourned; seconded by Mrs. Concato.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:23 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, January 11, 2012 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of Westwood held on the 8th day of February, 2012.